

**CITY OF NORWALK  
PARADE/EVENT PERMIT**

PURPOSE OF PARADE/EVENT: \_\_\_\_\_

DATE \_\_\_\_\_

TIME \_\_\_\_\_

ORGANIZATION REQUESTING PERMIT: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE # \_\_\_\_\_

STAGING AREA: \_\_\_\_\_

CONTACT PERSON AT STAGING AREA: \_\_\_\_\_

PROPOSED ROUTE/LOCATION OF EVENT: \_\_\_\_\_

\_\_\_\_\_

IF RAILROAD TRACKS WILL BE CROSSED, WHERE? \_\_\_\_\_

APPROXIMATE # OF PARTICIPANTS: \_\_\_\_\_ AVERAGE OF PARTICIPANTS: \_\_\_\_\_

APPROXIMATE # OF FLOATS AND/OR VEHICLES \_\_\_\_\_

WILL YOU NEED TO BORROW CONES/BARRICADES/VESTS:  YES  NO

IF YES, HOW MANY? \_\_\_\_\_

*You must contact General Services Department at least 5 days prior to your event to arrange to pick up any borrowed equipment at 42 Woodlawn Avenue, (419) 663-6715 or email [generalservices@norwalkoh.com](mailto:generalservices@norwalkoh.com).*

WILL THERE BE ANY ACTIVITIES AT THE END OF THE ROUTE WHICH MAY REQUIRE TRAFFIC CONTROL?  YES  NO

IF SO, WHERE? \_\_\_\_\_

ALTERNATE DATE IN CASE OF CANCELLATION \_\_\_\_\_

QUESTIONS SHOULD BE DIRECTED TO THE SAFETY/SERVICE DIRECTOR, CITY HALL, 38 WHITTLESEY AVE., (419) 663-6700, [SAFETYSERVICE@NORWALKOH.COM](mailto:SAFETYSERVICE@NORWALKOH.COM)

This request is \_\_\_\_\_ Approved \_\_\_\_\_ Not Approved

\_\_\_\_\_  
Safety/Service Director

\_\_\_\_\_  
Date

CC:  
Police Dept.  
Fire Dept. , NEDC  
General Services, Norwalk Area Arts Council  
Park & Rec, North Central EMS  
Huron Co. Chamber of Commerce